

Council Meeting: May 14, 2026	Prepared By: Matt Gottschalk, Director of Public Safety
Topic: Police Department Records Management System Project Consultant	Action Required: Authorization

Summary

The police department has been working on obtaining a new records management system. In order to accomplish this, the police department has been working with the other 13 agencies in our current records management system consortium to transition to local hosting in order to improve system stability and ease future transitions to a new platform. The existing system (LETG) is reaching end of life and all agencies in the consortium will need to determine which system they will transition to in the future. There is a desire from many of the agencies to stay on a common platform.

The first step of the new records management system project is a consortium data rehome to on-premise storage. This step is nearing completion and agencies are beginning to examine future potential systems. GTEL Advisors is one of the consultants engaged on behalf of the consortium to facilitate the move. GTEL is uniquely qualified for working on this records management project as the staff have intimate knowledge of the LETG software, including its structure and limitations.

Staff is seeking authorization to enter into a professional services contract with GTEL advisors on behalf of the City of Corcoran to help advise, test, and eventually transition to a new records management software. Several of the other consortium agencies have also entered into individual agreements with GTEL Advisors and GTEL has agreed to pro-rate each agencies share for any reasearch and testing in common between the agencies. The Corcoran Police Department may end up choosing the same platform, or a different platform, than the other consortium members. The individual engagement between Corcoran and GTEL would allow GTEL to continue to assist the city through our individual implementation with our future records management solution.

The contract has been reviewed by the City Attorney.

Financial/Budget

Expenditures related to this contract have been planned under the police department CIP Records Managment System project.

Options

Authorize staff to enter the attached Professional Services Contract with GTEL Advisors.

Recommendation

Authorize staff to enter the attached Professional Services Contract with GTEL Advisors.

Council Action

Authorize staff to enter the attached Professional Services Contract with GTEL Advisors.

Attachments

1. [Professional Services Contract - GTEL.docx](#)